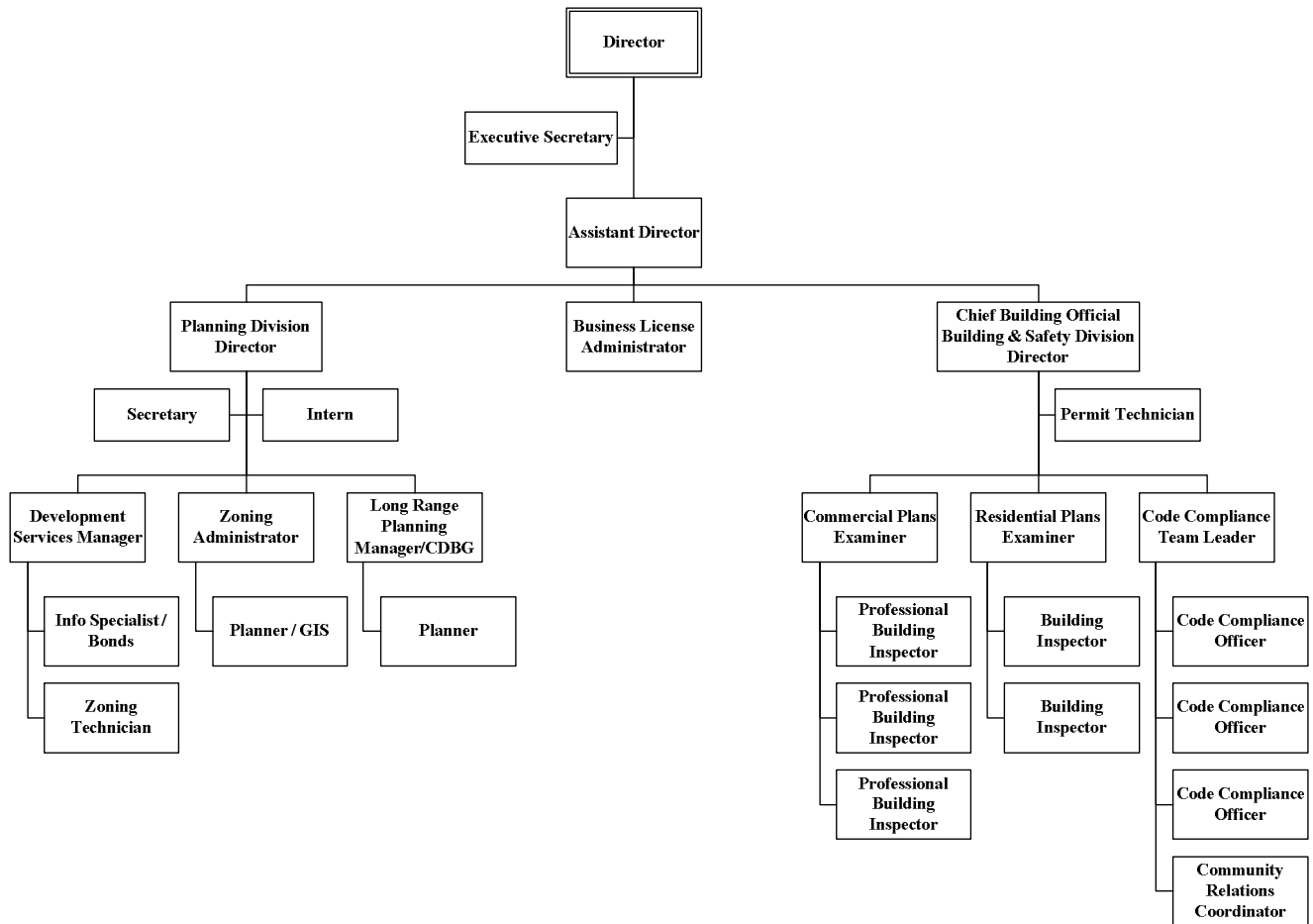


Department Organization

Community Development



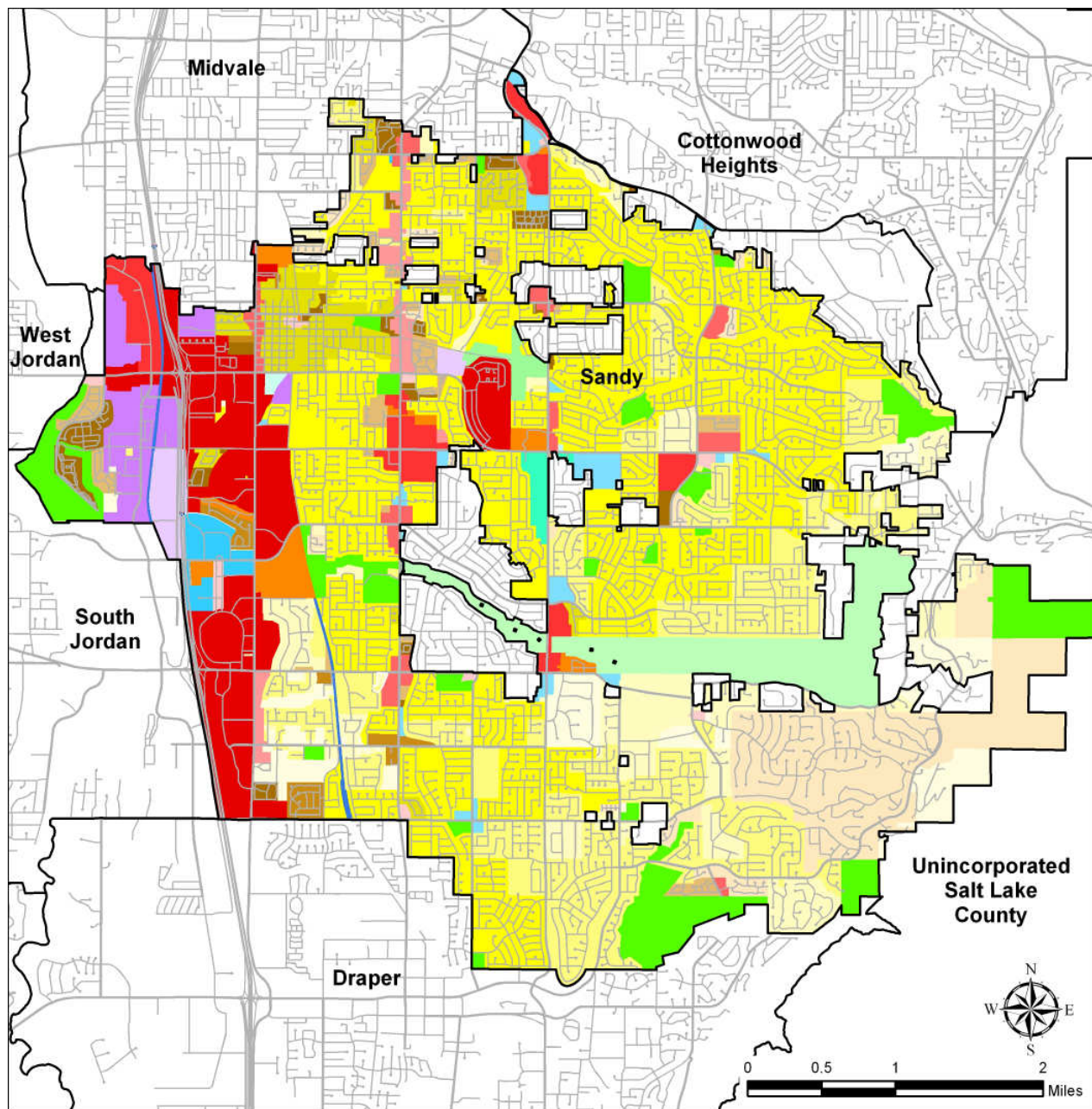
Department Description

The Community Development Department is charged with planning, reviewing, regulating, and approving all facets of land use within Sandy City. Specifically, these functions include planning, building inspections, zoning enforcement, business licensing, Community Development Block Grant (CDBG) administration, and community relations.

Department Mission

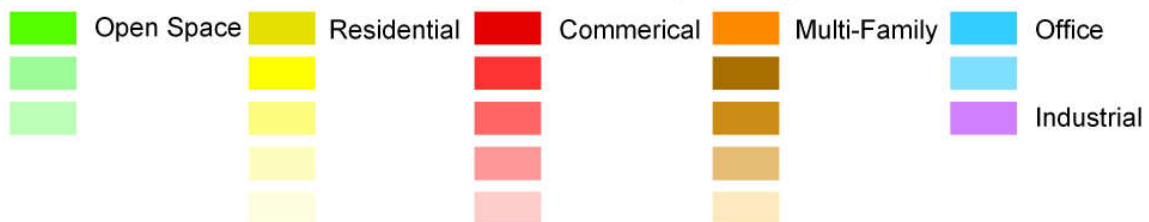
In concert with the values and spirit of the community, the Community Development Department is committed to:

- Properly and professionally guide the development of the city.
- Protect and enhance the quality of life for all Sandy citizens.
- Bring about efficient and effective delivery of services.
- Implement technology that will provide accurate data that will assist in making informed decisions.
- Promote community pride and cooperation.



Zoning Districts

Legend



Department Administration

- Efficiently and effectively administer budget.
- Ensure compliance with procurement, legal, finance, risk management, and other city policies.
- Direct personnel functions: recruitment, benefits, etc.

Direct Department Functions

- Coordinate Development Review Team.
- Neighborhood preservation.
- Amend city codes to provide better standards for development.
- Coordinate with other departments on overall strategic development of the city.

Provide Efficient and Effective Delivery of Services

- Increase website/Internet availability of products and services.
- Revise staffing and procedures to better serve the public.
- Enhance emergency response capabilities - shelter services and rapid assessment.
- Hire competent, educated, and customer service oriented employees.
- Develop neighborhood preservation organizational strategies.
- Manage the EnerGov Land-Use Database System.

Continuous Improvement of Staff's Professional Abilities

- Develop staff's ability to use EnerGov technologies
- Broaden staff technical and professional abilities through intensive training.
- Encourage staff participation in professional organizations.

Business Licensing - Regulation

- Revise Business License Code - Title 5.
- Revise alcohol regulation standards.
- Work closely with all regulatory organizations: city, county, and state.
- Develop processes and procedures for enforcement of unlicensed businesses.
- Refine fee and sales tax verification process.
- Standardize and correct addresses in cooperation with the finance department.
- Process applications found via sales tax audits in cooperation with the finance department.

Business Licensing - Service Delivery

- Implement electronic filing and payment of business license renewals.
- Implement the EnerGov system to expedite the licensing process.
- Revise billing forms and information submitted.
- Work to implement on-line renewal payments.
- Include Dept of Agriculture as State contact for license approvals on prescribed establishments.

Five-year Accomplishments

Department Administration

- Revised cost allocation program for annual review of fees.
- Maintained low Risk Management Claims.
- Reorganized the department staffing and assignment structure.

Direct Department Functions

- Facilitated the development of new homes in Historic Sandy.
- Re-established the Housing Rehabilitation Program.
- Implemented EnerGov Solutions as the City's new comprehensive land-use management database
- Developed new Title 9: Property Maintenance Ordinance.
- Developed Parking and Access Management Plan for Rio Tinto Stadium

Provide Efficient and Effective Delivery of Services

- Developed a Citizen Access Portal on the department website.
- Streamlined the development review process.
- Completed reorganization of the Historic Committee.
- Created a "Red Line" Plan Review Committee with developers.
- Implemented an IVR system for inspection scheduling for more convenience to the public.
- Adopted new development bond regulations.
- Adopted new Development Code.

Continuous Improvement of Staff's Professional Abilities

- Completed specific technical/professional certification of staff.

Business Licensing - Regulation

- Revised door-to-door solicitor regulations.
- Created coordination with finance, code compliance and the fire department in locating unlicensed businesses and delinquent accounts.
- Implemented a new fee structure for real estate companies in accordance with State statute.

Business Licensing - Service Delivery

- Implemented State one-stop access for business license applications.
- Provided applications, forms, and licensing data on the website.
- Implemented the process for billing license applications received via OneStop.
- Provided searchable, sortable lists of existing and new businesses on the City website.

Performance Measures & Analysis

The following citizen observations of the city are based upon the Dan Jones Survey.

Citizens Survey (Fiscal Year)	2007	2008	2009	2010
Observed major improvement				
Shopping/business growth	17%	17%	18%	14%
Managed Growth	3%	1%	4%	3%
Development	3%	4%	3%	2%
Cleaner city/beautification	3%	4%	2%	2%
Stadium	N/A	1%	5%	7%
TRAX/Light-rail	2%	<1%	<1%	1%
Better planning/zoning/master plan	1%	<1%	<1%	N/A
Desired major improvement				
Less growth/less crowding	3%	1%	2%	1%
Less building	1%	3%	3%	1%
More business	N/A	N/A	N/A	2%
Better planning/zoning/master plan	1%	1%	1%	1%
Do not want+B520 big box stores	1%	1%	1%	N/A
Housing issues	N/A	1%	1%	N/A
Cleanup city/junk cars/trash	1%	4%	2%	2%
Most important issue				
Growth/increased population	23%	19%	16%	16%
ReAL Soccer issues	9%	8%	1%	1%
More business/tax base	3%	2%	4%	2%
Development/over-development	3%	2%	2%	2%
Planning/zoning/master plan	1%	1%	1%	<1%
Affordable housing	1%	1%	1%	1%
Maintaining yards/landscaping	N/A	2%	1%	<1%
Dissatisfaction with city response				
Code enforcement	15%	11%	9%	13%
Business licensing	3%	3%	0%	2%
Zoning	1%	1%	4%	4%
Building permits	0%	1%	6%	0%
Planning	0%	0%	2%	0%

Performance Measures & Analysis (cont.) Community Development Admin

Measure (Calendar Year)	2007	2008	2009
Business Licenses			
New Licenses Processed	732	898	818
Home Occupation	361	417	387
Commercial Location	310	362	346
Contractors	34	34	23
Temporary	27	85	51
Licenses Closed	814	810	850
Home Occupation	453	380	369
Commercial Location	314	287	328
Contractors	33	29	23
Temporary	6	13	*114

* This amount increased due to a change in temporary license closure procedures

Significant Budget Issues

- 1 Assistant Director - A portion of this position was previously funded in Economic Development. This year the position will be fully funded in Community Development.

Budget Information

Department 50	2007 Actual	2008 Actual	2009 Actual	2010 Estimated	2011 Approved
Financing Sources:					
General Taxes & Revenue	\$ 400,193	\$ -	\$ -	\$ -	\$ -
3121 Business Licenses & Permits	-	860,545	946,924	950,000	900,000
Total Financing Sources	\$ 400,193	\$ 860,545	\$ 946,924	\$ 950,000	\$ 900,000
Financing Uses:					
411111 Regular Pay	\$ 246,936	\$ 347,977	\$ 330,539	\$ 288,952	\$ 294,730
411113 Vacation Accrual	2,618	2,041	3,463	-	-
411211 Variable Benefits	50,681	70,952	65,132	58,753	59,000
411213 Fixed Benefits	20,685	27,972	29,137	26,304	26,849
411214 Retiree Health Benefit	3,819	4,382	3,672	5,701	3,365
41131 Vehicle Allowance	5,676	5,700	5,939	5,916	5,916
41132 Mileage Reimbursement	193	163	221	300	300
41135 Phone Allowance	480	482	482	480	480
4121 Books, Sub. & Memberships	2,312	2,180	2,376	1,100	1,100
41231 Travel	4,092	6,001	1,696	3,184	3,184
41232 Meetings	1,029	2,709	956	1,500	1,500
41234 Education	-	100	-	-	-
41235 Training	1,036	458	280	410	410
412400 Office Supplies	19,975	17,211	15,546	16,969	16,969
412440 Computer Supplies	2,978	5,843	2,726	1,893	1,893
412470 Special Programs	4,897	2,589	2,469	626	626
412511 Equipment O & M	3,221	3,363	3,284	4,000	4,000
412611 Telephone	3,505	4,712	3,029	3,698	3,290
41342 Credit Card Processing	7,132	8,553	5,798	3,500	3,500
413723 UCAN Charges	2,970	2,953	3,046	3,240	3,240
414111 IS Charges	12,141	26,103	22,433	43,668	22,188
41471 Fleet O & M	1,849	1,052	997	1,072	665
4174 Equipment	1,968	7,781	4,567	2,000	2,000
4373 Capital Equipment	-	-	5,343	-	-
Total Financing Uses	\$ 400,193	\$ 551,277	\$ 513,131	\$ 473,266	\$ 455,205

Budget Information (cont.)
Community Development Admin

Department 50	2007 Actual	2008 Actual	2009 Actual	2010 Estimated	2011 Approved
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Staffing Information	Bi-weekly Salary		Full-time Equivalent		
	Minimum	Maximum	FY 2009	FY 2010	FY 2011
Appointed - Category 1:					
Community Development Director	\$ 3,092.00	\$ 4,869.90	1.00	1.00	1.00
Assistant Director	\$ 2,405.60	\$ 3,788.80	0.79	0.79	1.00
Regular:					
Executive Secretary	\$ 1,168.80	\$ 1,840.90	1.00	1.00	1.00
Business License Administrator	\$ 1,168.80	\$ 1,840.90	1.00	1.00	1.00
Secretary	\$ 944.00	\$ 1,486.80	1.00	0.00	0.00
Total FTEs			4.79	3.79	4.00

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Fee Information	2007 Approved	2008 Approved	2009 Approved	2010 Approved	2011 Approved
3121 Business License Fees					
Business License Minimum / License	20	\$20	\$20	\$20	\$20
Business License Cap / License	\$7,350	\$7,350	\$7,350	\$7,350	\$7,350
*Does not apply to sexually-oriented businesses					
Commercial - Base Fee> \$50,000	\$120	\$120	\$120	\$120	\$120
Commercial - Base Fee< \$50,000	\$75	\$80	\$80	\$80	\$80
Home Occ - Base Fee> \$50,000	\$90	\$90	\$90	\$90	\$90
Home Occ - Base Fee< \$50,000					
New and Existing Licenses	\$50	\$60	\$60	\$60	\$60
Existing	\$50	\$50	Discontinued	Discontinued	Discontinued
Temporary/Transient	\$150	\$150	\$150	\$150	\$150
Exposition Center					
Promoter / event up to 30 days	\$175	\$175	\$175	\$175	\$175
Contractors w/o Commercial Office License					
General / yr	\$80	\$90	\$90	\$90	\$90
Sub-Contractors / yr	\$65	\$75	\$75	\$75	\$75
Contractors w/Commercial Office License					
General / yr	N/A	\$70	\$70	\$70	\$70
Sub-Contractors / yr	N/A	\$60	\$60	\$60	\$60
Disproportionate Fees					
Expo Ctr Events / 1,000 attendees / event	\$50	\$50	\$50	\$50	\$50
High Impact Recreational Facility / yr	\$1,654	\$1,654	\$1,654	\$1,654	\$1,654
Hospital/Convalescent Center / yr	\$386	\$386	\$386	\$386	\$386
Pawn Shop / yr	\$210	\$210	\$210	\$210	\$210
Precious Metal Dealer					
Record non-compliant / yr	N/A	N/A	N/A	N/A	\$800
Record compliant / yr	N/A	N/A	N/A	N/A	\$200
Arcade / yr	\$497	\$497	\$497	\$497	\$497
Entertainment/Theater / yr	\$331	\$331	\$331	\$331	\$331

Budget Information (cont.)
Community Development Admin

Fee Information	2007 Approved	2008 Approved	2009 Approved	2010 Approved	2011 Approved
Hotel/Motel / yr	\$551	\$551	\$551	\$551	\$551
Apartments / unit / yr	\$17	\$17	\$17	\$17	\$17
All Temp. Permits (as in #99-41C) / yr	\$263	\$263	\$263	\$263	\$263
Service Station / yr	\$473	\$473	\$473	\$473	\$473
Grocery / yr	\$473	\$473	\$473	\$473	\$473
Bar/Private Club / yr	\$180	\$180	\$180	\$180	\$180
Bowling / yr	\$400	\$400	\$400	\$400	\$400
Sexually Oriented Business / yr	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Disproportionate Alcohol License Fees					
Class A	\$108	\$108	\$108	\$108	\$108
Class B	\$492	\$492	\$492	\$492	\$492
Class D	\$300	\$300	\$300	\$300	\$300
Class E	\$207	\$207	\$207	\$207	\$207
Bar / Private Club	\$520	\$520	\$520	\$520	\$520
Other Miscellaneous Fees					
Per Employee	\$11	\$11	\$11	\$11	\$11
Sexually Oriented Business per Performing Employee	\$300	\$300	\$300	\$300	\$300
Sexually Oriented Business per Non-performing Employee	\$100	\$100	\$100	\$100	\$100
Duplicate License	\$20	\$20	\$20	\$20	\$20
Initial Application Processing	\$30	\$35	\$35	\$35	\$35
Transfer Fee/Re-inspection/License	\$40	\$40	\$40	\$40	\$40
Alcohol License Application Fee	\$55	\$55	\$55	\$55	\$55
Re-inspection Fee (over 2 inspections)	\$40	\$40	\$40	\$40	\$40
Delinquent/Penalty Rates					
Delinquent - 45 Days / of original bill	25%	25%	25%	25%	25%
Delinquent - 60 Days / of original bill	50%	50%	50%	50%	50%
Open Without a License - Penalty	100%	100%	100%	100%	100%
Bond Requirements					
Temporary/Transient	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Door-to-Door Soliciting	\$1,000	\$1,000	Discontinued	Discontinued	Discontinued
Coupons/Subscriptions	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Pawn Shop/Pawn Broker	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Auctioneer/Auction House	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Sexually Oriented Businesses	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Alcohol Sales/Consumption	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000

Capital Budget	2010 Budgeted	2011 Approved	2012 Planned	2013 Planned	2014 Planned
19036 - Neighborhood Preservation Initiative - This project funds costs related to the implementation of the city's neighborhood maintenance and preservation plan.					
41 General Revenue	\$ 62,387	\$ -	\$ -	\$ -	\$ -
Total Capital Projects	\$ 62,387	\$ -	\$ -	\$ -	\$ -

Master Plans/General Plans

- Implement strategic plans (Sandy Corners, 90th South Gateway, Civic Center Promenade, Neighborhood Maintenance and Preservation, Historic Sandy Neighborhood Plan, and Government Center Plaza Design.
- Prepare redevelopment area master plans as needed, including Trax mixed use development plan at the Civic Center Station.
- Implement Hidden Valley Park Expansion Master Plan.
- Implement Bell Canyon Master Plan.
- Implement a master plan and zoning for the ReAL Soccer superblock area.
- Implement the 21st Century Downtown Vision.
- Complete the rewrite of the General Plan Housing Element
- Re-format and make routine updates to the city's general plan.

Project Review & Regulation

- Continue to implement the new EnerGov tracking system.
- Continue intensity of residential/commercial/industrial site plan approvals and enforcement.
- Continue to adjust and revise the development review process as needed.
- Update the site plan review layer on GIS mapping.
- Revisit and update the architectural design standards.
- Coordinate various department reviews on projects effectively and efficiently.

Development Code & Other Regulatory Codes

- Revise the development code.

Data & Statistics

- Update the statistical report.
- Provide and review data for U.S. Census 2010.
- Provide demographic and other data on the department website.

Development Bond Administration

- Revise the development bond process.
- Computerize bond inspection coordination.
- Review minor bonds for final releases.

Five-year Accomplishments

Master Plans/General Plans

- Completed the Bell Canyon Master Plan.
- Completed the Hidden Valley Park Expansion Master Plan.
- Implementing the 21st Century Downtown Vision.
- Adopted the Historic Sandy Master Plan and Neighborhood Maintenance and Preservation.
- Adopted the Government Center Plaza master plan.
- Implemented Quarry Bend master plan and zoning.

Project Review & Regulation

- Implemented EnerGov project tracking system
- Streamlined development project review and site plan review.
- Implemented "Red Line" review committee for developers.
- Established Development Review Coordinator.
- Adjusted staffing to expedite project review process.
- Increased planning inspection of projects / bond releases.

Development Consistency

- Implemented TQM findings for the Development Committee.
- Coordinated multi-jurisdictional planning efforts: Trax / TOD properties and 114th South Interchange.

Development Code & Other Regulatory Codes

- Completed city architectural design standards.
- Completed new Sensitive Area Overlay Zone.
- Adopted new TND Ordinance.
- Adopted new Detached Structure Ordinance.
- Adopted new off-site parking regulations
- Updated residential parking standards.
- Adopted design guidelines for Historic Sandy.
- Updated population forecasts.

Development Bond Administration

- Dedicated staff for bond administration and implemented a new process for development bond releases.
- Created a database for inspection and bond tracking.
- Adopted new development bond regulations.
- Revised the development bond process.
- Implemented bond release flexibility to accommodate construction schedules.

Performance Measures & Analysis

Projects Processed (Calendar Year)	2007	2008	2009
Annexations	3	9	7
Rezoning	16	5	6
Code Amendments	23*	16*	17
Site Plan Review	57	60	34
Subdivisions	49	46	45
Conditional Use Permits	61	40	29
General Plan Projects	10	5	19
General Planning Reviews	991	763	660
Planning Inspections	90	165	213
Sign Permits	231	217	106***
Board of Adjustment Cases	4	14	15
GIS Projects	N/A**	137	75

* Includes the entire Development Code re-write and adoption.

** In 2007, GIS Projects are included in General Planning Reviews.

*** Reduction due to Council action to waive Temporary Sign regulations during the year.

Measure (Calendar Year)	2007	2008	2009
Bond Administration			
Total Processed	391	423	393
Total Value	\$38,316,589	\$39,605,598	\$37,690,258
Amount Released	\$12,395,081	\$20,181,999	\$23,013,928
Amount Remaining	\$25,921,509	\$19,423,599	\$14,676,331

Significant Budget Issues

- 1 Fee Revisions** - There is a new development application flat fee in place of the percentage based development fee. The pre-development fees were discontinued. Some of the review-fees were reduced. Percentage type fees were replaced with flat fees.
- 2 Seasonal FTE's** - Based on a review of seasonal FTE's, FTE counts are being adjusted to more accurately reflect current staffing.



Budget Information

Planning

Department 51	2007 Actual	2008 Actual	2009 Actual	2010 Estimated	2011 Approved
Financing Sources:					
General Taxes & Revenue	\$ 337,929	\$ 435,301	\$ 570,973	\$ 586,760	\$ 596,557
312219 Permits & Licenses Surcharge	-	-	619	-	-
31229 Sign Permits Fees	13,298	19,380	17,681	17,000	10,500
31326 State - Historic Preservation	-	-	2,050	3,000	-
314511 Planning Development Fees	149,231	93,003	52,062	65,000	55,000
314512 Inspection Fees	69,492	50,732	17,755	20,000	20,000
314513 Annexation Fees	1,000	-	-	-	-
314514 Rezoning Fees	5,878	1,929	1,030	1,000	-
314515 Other Developmental Fees	5,115	11,910	6,265	5,000	10,000
314516 Pre-Development Review Fees	28,607	35,229	5,711	-	-
Total Financing Sources	\$ 610,550	\$ 647,484	\$ 674,146	\$ 697,760	\$ 692,057
Financing Uses:					
411111 Regular Pay	\$ 403,159	\$ 431,100	\$ 452,504	\$ 455,837	\$ 453,681
411113 Vacation Accrual	1,252	3,149	4,699	-	-
411121 Seasonal Pay	6,333	5,813	4,200	2,402	2,402
411211 Variable Benefits	83,626	91,268	95,292	96,059	94,740
411213 Fixed Benefits	48,177	52,328	54,493	59,687	71,661
411214 Retiree Health Benefit	7,023	5,341	5,361	5,993	5,467
41131 Vehicle Allowance	2,945	3,272	3,819	3,804	3,804
41132 Mileage Reimbursement	299	247	191	500	500
4121 Books, Sub. & Memberships	2,215	2,472	2,181	1,100	1,100
41231 Travel	5,056	7,457	1,954	2,343	2,343
41232 Meetings	618	886	144	500	500
41235 Training	786	877	629	475	475
412425 Publications	7,680	-	2,521	-	1,044
412611 Telephone	3,513	3,703	4,247	5,606	5,526
414111 IS Charges	35,422	36,942	37,718	59,226	44,551
41471 Fleet O & M	2,446	2,629	2,591	1,228	4,263
4169 Grants	-	-	1,602	3,000	-
Total Financing Uses	\$ 610,550	\$ 647,484	\$ 674,146	\$ 697,760	\$ 692,057

Staffing Information	Bi-weekly Salary		Full-time Equivalent		
	Minimum	Maximum	FY 2009	FY 2010	FY 2011
Regular:					
Planning Director	\$ 2,240.00	\$ 3,528.00	1.00	1.00	1.00
Development Services Manager	\$ 2,086.40	\$ 3,286.10	1.00	1.00	1.00
Zoning Administrator	\$ 2,086.40	\$ 3,286.10	1.00	1.00	1.00
Long Range Planning Manager	\$ 2,086.40	\$ 3,286.10	0.42	0.42	0.42
Planner	\$ 1,418.40	\$ 2,234.00	2.00	2.00	2.00
Information Specialist	\$ 1,168.80	\$ 1,840.90	0.67	0.67	0.67
Zoning Technician	\$ 1,168.80	\$ 1,840.90	1.00	1.00	1.00
Secretary	\$ 944.00	\$ 1,486.80	1.00	1.00	1.00
Seasonal:					
Intern	\$ 9.43	\$ 15.08	0.45	0.45	0.12
Total FTEs			8.54	8.54	8.21

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Budget Information (cont.)
Planning

Fee Information	2007 Approved	2008 Approved	2009 Approved	2010 Approved	2011 Approved	
314511 PLANNING DEVELOPMENT FEES						
Residential Review Fees						
0-5 Acres	N/A	N/A	N/A	N/A	\$500	1
5.1-10 Acres	N/A	N/A	N/A	N/A	\$1,000	1
10.1+	N/A	N/A	N/A	N/A	\$1,500	1
Pre-Development Fee						
Residential / unit	\$32	\$40	\$40	\$40	Discontinued	1
Residential - Sensitive Lands / unit	\$48	\$60	\$60	\$60	Discontinued	1
Subdivision Review Fees						
Subdivision / lot	\$300	\$300	\$350	\$350	\$300	1
Subdivision-Sensitive Lands / lot	\$375	\$375	\$425	\$425	\$400	1
P.U.D. Phasing Plan - 1st	\$63	\$70	\$70	\$70	\$70	
P.U.D. Phasing Plan - Additional	\$32	\$40	\$40	\$40	\$40	
Subdivision Plat Amendment	\$80	\$80	\$100	\$100	\$100	
Subdivision Appeal	\$73	\$73	\$80	\$80	\$80	
Condominium Conversion Fees						
Base Fee	\$173	\$173	\$173	\$173	\$173	
Per Unit Fee	\$58	\$58	\$58	\$58	\$58	
Commercial/Industrial/Multi-Family Review Fees						
Pre-Development Fee						
% of total site plan review fee	25%	25%	25%	25%	Discontinued	1
Full Site Plan Review						
0 to 5 acres / acre	\$1,440	\$1,440	\$1,550	\$1,550	\$1,375	1
5.1 to 10 acres						
Base	\$7,200	\$7,200	\$7,750	\$7,750	\$6,875	
+ Per acre	\$560	\$560	\$603	\$603	\$500	
10.1 +						
Base	\$10,000	\$10,000	\$10,765	\$10,765	\$9,375	
+ Per acre	\$63	\$63	\$68	\$68	\$60	
Modified Site Plan Review						
Per acre @ 20% per dept. up to 100%	\$1,440	\$1,440	\$1,550	\$1,550	\$1,375	
Site Plan Review Appeal	\$73	\$73	\$80	\$80	\$80	
Commercial Development Inspection Fees						
Full Site Plan review / acre	\$457	\$457	\$457	\$457	\$457	
MSPR / acre @ 20% / dept up to 100%	\$457	\$457	\$457	\$457	\$457	
Cemetery - Burial Plot Area Only (5 acres)	\$200	\$200	\$200	\$200	\$200	
314512 INSPECTION FEES						
Residential Development Inspection Fees						
Single Family Units/Duplexes / unit	\$147	\$147	\$147	\$147	\$147	
Commercial Development Inspection Fees						
Full Site Plan review / acre	\$457	\$457	\$457	\$457	\$457	
MSPR / acre @ 20% / dept up to 100%	\$457	\$457	\$457	\$457	\$457	
Cemetery - Burial Plot Area Only (5 acres)	\$60	\$60	\$60	\$60	\$60	
314514 REZONING FEES	\$425	\$450	\$475	\$475	\$475	
314515 OTHER DEVELOPMENT FEES						
Annexation Fee	\$500	\$500	\$500	\$500	\$500	
Board of Adjustment Fees	\$275	\$275	\$275	\$275	\$275	
Code Amendment Fee	\$380	\$380	\$380	\$380	\$380	
General Land Use Plan Amendment	\$380	\$380	\$380	\$380	\$380	

Budget Information (cont.)
Planning

Fee Information	2007 Approved	2008 Approved	2009 Approved	2010 Approved	2011 Approved	
Conditional Use Permit Fees						
Site Plan Review	\$125	\$125	\$130	\$130	\$130	
No Site Plan Review	\$75	\$75	\$80	\$80	\$80	
Accessory Apt CUP Renewal	N/A	N/A	\$40	\$40	\$40	
Appeal of Accessory Apt CUP	1/2 original	1/2 original	1/2 original	1/2 original	\$30	1
Re-Application Fee, Appeal or when noticed item is pulled from agenda by applicant						
Board of Adjustment	50%	50%	50%	50%	\$140	1
Conditional Use w/ SPR	50%	50%	50%	50%	\$75	1
Conditional Use w/o SPR					\$50	1
Subdivision, Site Plan Review, Annexation, Rezoning, etc.	\$80	\$80	\$100	\$100	\$100	
Wireless Telecom Review						
Permitted	\$100	\$100	\$125	\$125	\$125	
Tech. Exception	\$250	\$250	\$250	\$250	\$250	
Re-Inspection Fees						
Lot	\$42	\$42	\$42	\$42	\$42	
Subdivision	\$173	\$173	\$173	\$173	\$173	
Street Vacation Review By Planning Commission	\$175	\$175	\$200	\$200	\$200	
Dedication Plat To Planning Commission	\$32	\$32	\$32	\$32	\$32	
Demolition Fee	\$26	\$26	\$26	\$26	\$26	
Temporary Use Permit	\$30	\$30	\$40	\$40	\$40	
Home Rebuild Letter	\$30	\$30	\$30	\$30	\$30	
Lot Line Adjustment	\$30	\$30	\$30	\$30	\$30	
Address Change	\$40	\$40	\$40	\$40	\$40	
Street Renaming	\$125	\$125	\$125	\$125	\$125	
Planning Building Permit Sub-Check Fee	\$22	\$30	\$30	\$30	\$30	
31229 SIGN PERMIT FEES						
Valuation of sign \$1 to \$500	\$30	\$30	\$30	\$30	\$30	
Valuation of sign \$501 to \$2,000						
Fee for first \$500	\$25	\$25	\$25	\$25	\$25	
Additional Fee for each \$100 of Val. between \$501 & \$2,000	\$2	\$5	\$5	\$5	\$5	
Valuation of sign \$2,001 to \$25,000						
Fee for first \$2,000	\$55	\$100	\$100	\$100	\$100	
Additional Fee for each \$1,000 of Val. between \$2,001 & \$25,000	\$9	\$10	\$10	\$10	\$10	
Valuation of sign \$25,001 to \$50,000						
Fee for first \$25,000	\$275	\$330	\$330	\$330	\$330	
Additional Fee for each \$1,000 of Val. between \$25,001 & \$50,000	\$7	\$10	\$10	\$10	\$10	
Valuation of sign \$50,000 and up						
Fee for first \$50,000	\$450	\$580	\$580	\$580	\$580	
Additional Fee for each \$1,000 of Valuation above \$50,000	\$5	\$5	\$5	\$5	\$5	
Temporary Sign / 7 day period	\$20	\$25	\$25	\$25	\$25	
Signs Installed Without Permits (or double the applicable permit fee)	\$200	\$200	\$200	\$200	\$200	
Sign Review by Planning Commission	\$45	\$55	\$65	\$65	\$65	
Sign Appeal by Planning Commission	\$40	\$40	\$40	\$40	\$40	
Sign Tag Fee / sign permit issued	\$2	\$2	\$2	\$2	\$2	

Ensure Compliance of all Construction According to Building Codes

- Educate contractors on new ICC Codes.
- Participate in the development and amending of new building codes
- Ensure that all inspectors are 4-way certified under ICC.
- Perform engineering peer review on all complicated structures.
- Computerize field inspections, scheduling and permit filing.

Neighborhood Preservation - Code Compliance

- Increase effectiveness and community outreach services.
- Implement Neighborhood Preservation goals.
- Add additional Code Compliance staff (bringing the total to 5 FTE as per the Neighborhood Preservation Plan).

Five-year Accomplishments**Ensure Compliance of all Construction According to Building Codes**

- Developed contractor education seminars.
- Participated on National Boards for Code and Product approvals.
- Coordinated with the State Legislature on State Building Code bills.
- Inspection staff worked on 3 UBCommission committees to review the new Codes for adoption by the State.
- Participated in State and National code change reviews to the International Codes
- Staff worked on the State review of the Energy Code
- Participated on the review of the Uniform Plumbing Code vs. the International Plumbing Code for State adoption
- Completed Rio Tinto Stadium, Quarry Bend mixed-use project and Commons at South Towne.
- Implemented the EnerGov system to computerize inspections, scheduling and permits.

Neighborhood Preservation - Code Compliance

- Revised Code Compliance staffing structure.
- Developed new Code Compliance policies and procedures.
- Started regular meetings with Neighborhood Coordinators on Code Compliance issues.
- Trained Code Compliance staff on combative interactions and enhanced safety training.
- Provided new uniforms and safety equipment to Code Compliance staff.
- Revised the landscaping and junk vehicle sections of the Property Maintenance Ordinance.
- Implemented the EnerGov system for code compliance database management

Performance Measures & Analysis

Measure (Calendar Year)	2007	2008	2009
Building Inspection			
Permits Issued	1,919	1,676	1,376
Inspections Completed	17,625	10,705	8,715
Code Compliance			
Code Compliance Cases	4,525	5,850	5,356
Property Liens	12	31	59
Special Event Permits	N/A	35	54

Significant Budget Issues

No significant budget issues.

Budget Information

Building & Safety

Department 52	2007 Actual	2008 Actual	2009 Actual	2010 Estimated	2011 Approved
Financing Sources:					
General Taxes & Revenue	\$ -	\$ -	\$ -	\$ 223,700	\$ 381,437
3122 Building Permit Fees	1,823,866	1,663,665	1,151,123	796,837	612,000
Total Financing Sources	\$ 1,823,866	\$ 1,663,665	\$ 1,151,123	\$ 1,020,537	\$ 993,437
Financing Uses:					
411111 Regular Pay	\$ 594,301	\$ 667,481	\$ 660,872	\$ 649,388	\$ 665,536
411113 Vacation Accrual	7,829	4,796	14,600	-	-
411121 Temporary/Seasonal Pay	-	96	-	-	-
411131 Overtime/Gap	-	139	277	-	-
411211 Variable Benefits	127,304	142,326	140,978	138,427	139,474
411213 Fixed Benefits	73,454	82,334	86,404	87,829	91,705
411214 Retiree Health Benefit	1,353	2,394	1,846	2,915	1,531
41131 Vehicle Allowance	7,342	7,445	10,957	7,848	7,848
4121 Books, Sub. & Memberships	3,076	2,685	2,329	1,800	1,800
41231 Travel	9,081	8,825	7,947	4,513	4,513
41232 Meetings	524	136	2,208	300	300
41235 Training	350	-	355	20	20
412450 Uniforms	2,823	2,076	4,575	2,000	2,000
412611 Telephone	9,818	13,155	11,533	11,077	10,960
414111 IS Charges	28,022	31,673	37,258	57,867	43,066
41463 Fleet Repair Fund	316	-	-	-	-
41471 Fleet O & M	17,613	23,273	23,658	24,213	24,684
4174 Equipment	5,822	3,629	71,505	-	-
43472 Fleet Purchases	14,569	27,401	33,507	32,340	-
Total Financing Uses	\$ 903,597	\$ 1,019,864	\$ 1,110,809	\$ 1,020,537	\$ 993,437

Staffing Information	Bi-weekly Salary		Full-time Equivalent		
	Minimum	Maximum	FY 2009	FY 2010	FY 2011
Appointed - Category 3:					
Building / Housing Inspector	\$ 14.61	\$ 23.01	1.00	0.00	0.00
Regular:					
Chief Building Official	\$ 2,240.00	\$ 3,528.00	1.00	1.00	1.00
Plans Examiner	\$ 1,588.00	\$ 2,501.10	2.00	2.00	2.00
Code Enforcement Team Leader	\$ 1,345.60	\$ 2,119.30	1.00	1.00	1.00
Professional Building Inspector	\$ 1,345.60	\$ 2,119.30	3.00	3.00	3.00
Building / Code Enforcement	\$ 1,168.80	\$ 1,840.90	4.00	4.00	4.00
Permit Technician	\$ 1,089.60	\$ 1,716.10	1.00	1.00	1.00
Code Enforcement Technician	\$ 1,089.60	\$ 1,716.10	0.90	0.90	0.90
Total FTEs			13.90	12.90	12.90

Budget Information (cont.)**Building & Safety**

Fee Information	2007 Approved	2008 Approved	2009 Approved	2010 Approved	2011 Approved
3122 BUILDING PERMIT FEES					
Per IBC Building Standards Valuation Tables & Sandy City Ordinances	Per IBC Table	Per IBC Table	Per IBC Table	Per IBC Table	Per IBC Table
Building Permit Renewal	\$38	\$38	\$38	\$38	\$38
Other Inspections, No Specific Fee Noted	\$52	\$52	\$52	\$52	\$52
Property Maintenance Fees					
Property Abatement - Admin Fee	\$100	\$100	\$100	\$100	\$100
Vehicle Restoration Permit Extension	\$25	\$25	\$25	\$25	\$25
Inspection Bonds					
Power to Panel Bond - Single Lot	\$500	\$500	\$500	\$500	\$500
Power to Panel Bond - Multiple Lots	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Permit Violation Bond	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Temporary Certificate of Occ. Bond	1.5X Value	1.5X Value	1.5X Value	1.5X Value	1.5X Value
Forfeiture Penalty Bond	2X Value	2X Value	2X Value	2X Value	2X Value

Significant Budget Issues**Boards & Commissions**

No significant budget issues.

Budget Information

Department 53	2007 Actual	2008 Actual	2009 Actual	2010 Estimated	2011 Approved
Financing Sources:					
General Taxes & Revenue	\$ 15,044	\$ 21,158	\$ 23,532	\$ 25,214	\$ 24,170
Total Financing Sources	\$ 15,044	\$ 21,158	\$ 23,532	\$ 25,214	\$ 24,170
Financing Uses:					
4121 Books, Sub. & Memberships	\$ 896	\$ 782	\$ 805	\$ -	\$ -
41231 Travel	231	451	1,260	800	-
41232 Meetings	5,470	6,055	4,630	5,000	5,000
41235 Training	140	-	615	-	800
41236 Committees and Councils	919	492	618	2,044	1,000
41389 Miscellaneous Services	7,388	13,378	15,604	17,370	17,370
Total Financing Uses	\$ 15,044	\$ 21,158	\$ 23,532	\$ 25,214	\$ 24,170

Significant Budget Issues**Community Services**

Beginning in FY 2008, this division was dissolved and combined with Community Development Administration (department 50), Planning (department 51), and Building & Safety (department 52).

Budget Information

Department 55	2007 Actual	2008 Actual	2009 Actual	2010 Estimated	2011 Approved
Financing Sources:					
3121 Business Licenses & Permits	\$ 834,893	\$ -	\$ -	\$ -	\$ -
Total Financing Sources	\$ 834,893	\$ -	\$ -	\$ -	\$ -
Financing Uses:					
411111 Regular Pay	\$ 145,436	\$ -	\$ -	\$ -	\$ -
411113 Vacation Accrual	858	-	-	-	-
411211 Variable Benefits	29,623	-	-	-	-
411213 Fixed Benefits	14,206	-	-	-	-
41132 Mileage Reimbursement	264	-	-	-	-
41231 Travel	1,080	-	-	-	-
41235 Training	500	-	-	-	-
412611 Telephone	1,171	-	-	-	-
414111 IS Charges	13,148	-	-	-	-
Total Financing Uses	\$ 206,286	\$ -	\$ -	\$ -	\$ -

Staffing Information	Bi-weekly Salary		Full-time Equivalent		
	Minimum	Maximum	FY 2009	FY 2010	FY 2011
Regular:					
Information Specialist	\$ 1,168.80	\$ 1,840.90	0.00	0.00	0.00
Business License Administrator	\$ 1,168.80	\$ 1,840.90	0.00	0.00	0.00
Code Enforcement Technician	\$ 1,089.60	\$ 1,716.10	0.00	0.00	0.00
Secretary	\$ 944.00	\$ 1,486.80	0.00	0.00	0.00
Total FTEs			0.00	0.00	0.00

Overview

Each year Sandy City receives Community Development Block Grant or CDBG funds from the U.S. Department of Housing and Urban Development. The purpose of the CDBG program is to help in developing viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities, principally for persons of low and moderate income.

To be eligible to receive CDBG funds, the project must meet one of three national objectives:

1. Low and Moderate Income Benefit. This means that a majority of the citizens benefiting from the proposed project must fall within the low and moderate income category, as defined by the Dept. of Housing and Urban Development. The city has available a Census Bureau map identifying areas that meet the low-moderate income criteria.

2. Aid in the Prevention or Elimination of Slums or Blight. The proposed project area must meet criteria that would cause it to be designated a slum or blighted area. The criteria for this determination are available upon request.

3. Urgent Health and Welfare Need. This objective is met only by situations with a demonstrable immediate threat to health and welfare that is catastrophic in nature.

There is a broad range of activities or projects eligible for funding under the CDBG program to meet any one of the national objectives. Eligible projects include public improvements, public services, and housing-related projects for low/moderate income persons.

Administration

- Maintain top performance of program under HUD guidelines.
- Observe all HUD regulations under CFR 24.
- Maintain administration funding commensurate with annual entitlement grant.
- Continue to work with CDBG Committee to improve knowledge and review capabilities.
- Increase public awareness of the CDBG Program.

Low and Moderate Income Benefit

- Maintain above 70% of funding to benefit those of low or moderate income.

Public Improvements

- Provide infrastructure funding to assist with affordable housing needs.

Public Services

- Maintain service levels in spite of declining funding levels.
- Evaluate programs to provide the best dollar/person benefit.

Historic Sandy

- Implement Historic Sandy master plan.
- Create Historic Sandy elderly housing rehabilitation projects.
- Provide infrastructure funding to assist with affordable housing needs.

Administration

- CDBG Program recognized to be in the top 10 in the nation.
- Completed the 2005 Consolidated Plan.
- Maintained administration under the mandatory 20% cap.
- Maintained administration levels with no increase out of entitlement.
- Operated the CDBG program within federal guidelines with no findings.

Low and Moderate Income Benefit

- Purchased three housing units for use as transitional housing for the homeless.
- Created Housing Rehabilitation and Downpayment Assistance programs.
- Funded projects that assist low and moderate income households.

Prevention of Slum and Blight

- Funded various city and county-wide programs to remove blighted conditions.

Public Improvements

- Completed the following projects - 300 East reconstruction, Historic Sandy Police Sub-station rehabilitation, 150 East street improvements, Neighborhood Watch signs, Senior Center ADA improvements, 8680 South street improvements, Center Street Park development, 8760 South Street, and Sandy Station Park improvements. 280 East Improvements (ARRA Stimulus Money)
- Completed sidewalk and pedestrian safety improvements.

Public Services

- Maintained public services under the mandatory 15% cap.
- Diversified funding to subrecipients to provide greater service levels.

Performance Measures & Analysis

Administration

- Operated under the mandatory 20% cap.
- Maintained <1.5X expenditure vs. entitlement grant balances.
- Maintained administration budget percentage versus grant amount.
- Refinanced Section 108 Loan (2008)

Low and Moderate Income Benefit

- Benefited 8,733 low and moderate income persons from CDBG funding (2007).
- 100% of funding used for low/moderate income people

Public Improvements

- Increased funding for improvements for Historic Sandy.

Public Services - Housing Projects

- Funded public services under the mandatory 15% cap.
- Assisted 6,500+ homeless persons.
- Funded 15 non-profit public service programs.
- Completed 49 housing units rehabilitations and emergency home repairs.

Significant Budget Issues

No significant Budget Issues

Budget Information
Fund 23 - CDBG Operations

Department 54	2007 Actual	2008 Actual	2009 Actual	2010 Estimated	2011 Approved
Financing Sources:					
313101 CD Block Grant	\$ 502,627	\$ 424,988	\$ 388,124	\$ 468,153	\$ 431,040
313123 CD Block Grant - Stimulus	-	-	-	106,502	-
31611 Interest Income - Section 108	-	-	4,323	-	-
316113 Housing Auth. Progm. Income	-	101,000	-	-	-
Total Financing Sources	\$ 502,627	\$ 525,988	\$ 392,447	\$ 574,655	\$ 431,040
Financing Uses:					
4100 Administration	\$ 66,095	\$ 70,300	\$ 70,549	\$ 72,104	\$ 77,587
412470 Special Programs					
23002 Emergency Home Repair	27,233	27,813	19,260	44,443	57,000
23005 The Road Home	15,400	14,950	19,045	19,134	19,134
23008 Legal Aid Society of S. L.	15,202	8,084	4,741	7,500	9,700
23009 Senior/Handicapped Home Imp	5,000	6,500	5,000	10,000	-
23010 South County Food Pantry	4,200	4,050	3,000	4,500	3,000
23011 Utah Food Bank	8,000	7,850	8,000	-	-
23013 South Valley Sanctuary	8,903	8,089	5,000	9,333	10,000
23014 Comprehensive Housing	3,000	3,850	2,500	2,500	2,500
23037 YWCA Women's Shelter	1,532	3,691	3,231	3,779	2,000
23038 Family Support Center	2,000	5,550	3,800	2,500	2,500
23042 VISIONS	2,650	4,114	8,500	5,000	5,000
23046 Community Health Center	2,308	2,350	2,054	2,000	2,000
23047 Transitional Housing Maint.	3,199	5,000	2,997	7,003	8,000
23051 Big Brothers Big Sisters	-	1,800	2,000	2,000	2,000
23052 Housing Outreach	-	-	-	1,800	2,000
23053 Through a Child's Eyes	-	-	-	1,500	1,800
23054 Fulmer Brothers Boxing Club	-	-	-	-	1,000
23055 House of Hope	-	-	-	-	2,000
23056 Odessey House	-	-	-	-	4,000
4370 Capital Outlays					
23036 Sidewalk Repair	30,200	-	-	-	-
23049 Historic Sandy Infrastructure	69,429	116,977	-	57,480	11,865
23901 Historic Sandy - Stimulus	-	-	-	106,502	-
23999 Miscellaneous Projects	-	-	-	22,415	-
4413104 Transfer to Debt Service	238,276	235,020	228,447	197,485	207,954
Total Financing Uses	\$ 502,627	\$ 525,988	\$ 388,124	\$ 578,978	\$ 431,040
Excess (Deficiency) of Financing Sources over Financing Uses	-	-	4,323	(4,323)	-

Staffing Information	Bi-weekly Salary		Full-time Equivalent		
	Minimum	Maximum	FY 2009	FY 2010	FY 2011
Regular:					
Long Range Planning Manager	\$ 2,086.40	\$ 3,286.10	0.58	0.58	0.58
Code Enforcement Technician	\$ 1,089.60	\$ 1,716.10	0.10	0.10	0.10
Total FTEs			0.68	0.68	0.68



New Workers Compensation Office Building



ReAL Salt Lake Soccer Stadium